OPERATIONS MEMO

Update of the California Student Aid Commission

October 23, 2008 **GOM 2008-22**

TO: **Financial Aid Administrators**

FROM: **Catalina G. Mistler**
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SUBJECT: Cal Grant Roster Data File Enhancements

The purpose of this memo is to report that the California Student Aid Commission (Commission) is planning to implement changes to the Cal Grant roster output data file. Over the last year, the Commission's Real-time Database Advisory Committee has been meeting regarding implementation of changes to the Commission's Grant Delivery System to allow real-time processing of Cal Grant transactions. Stakeholders made recommendations for improvements to the Cal Grant roster output data files produced weekly, which provide updates on processed Cal Grant roster transactions.

Before institutions can begin using the new roster data file fields, their systems must be modified. It is anticipated the Commission will be releasing the roster data file changes in spring 2009. The proposed roster file layout is included with this memo.

Implementing Proposed Changes

Institutions who choose not to use the new data fields will not be impacted because the Commission will retain the line length of the roster. The line length for the current roster is 480 with data ending in field 417. The new fields will be added starting with field 418. Institutions choosing to use the new data fields must modify their systems to utilize those fields 418 or higher. We anticipate that these changes will improve the processing and delivery of Cal Grant payments.

For more information you may contact us at:
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Roster File Layout Changes

The proposed changes include adding the following fields:

- CSAC ID
- GPA used for awarding
- GPA type
- ISIR used for awarding
- Simplified needs test flag
- Auto-zero EFC flag
- Cal Grant A, B and C eligibility flag to assist in identifying students with eligibility in more than one program
- Most recent ISIR number received even if not used for processing

We encourage you to communicate this proposal to the responsible Information Technology staff on your campus. It is critical that any concerns or potential problems be reported back to the Commission by January 16, 2009. The Commission appreciates you taking the time to provide us with your feedback.

If you have any questions regarding this Operations Memo, please contact Debi Jackson at (916) 464-8108 or djackson@csac.ca.gov.

Enclosure: Proposed Cal Grant Roster Electronic Record Layout

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